

**Youth Apprenticeship Advisory Committee**

***May 27, 2021 Meeting***

Minutes

Attendees: Chairperson Grant Shmelzer, Secretary Tiffany Robinson, Secretary Kelly Schulz, Assistant Secretary James Rzepkowski, Deputy Assistant Secretary Erin Roth, Sarah Sheppard, Chris MacLarion, Todd Sabin, Jill McClune, Shauntia Lindsay, Cody Pine, Jennifer Griffin, Michelle Butt, Judi Olinger, Marquita Friday, Brian Cavey, Jennifer Runkles, John Feaster, Grace Kelly

1. **Welcome and Introductions**

The meeting was convened at 10:35 AM by Chairperson Grant Shmelzer.

Maryland Department of Labor (MD Labor) Secretary, Tiffany Robinson, addressed the group and thanked members for their unwavering support for Youth Apprenticeship. She shared that a press release will be coming out shortly and it will highlight the growing number of Youth Apprenticeship programs in the state and the newest participating school systems.

1. **Approval of Minutes**

Minutes from the 3/25/2021 meeting were presented and approved unanimously.

1. **Discussion Regarding Status of Apprenticeship Maryland Program (AMP)**

Director of Apprenticeship and Training, Chris MacLarion, reviewed the program statistics as of 5/25/2021:

1. Number of Total Youth Apprentices

2016-2017 School Year: 11

2017-2018 School Year: 27 (12 FCPS; 15 WCPS)

2018-2019 School Year: 47 (23 FCPS; 23 WCPS; TCPS 1)

2019-2020 School Year: 74 (3 ACPS; 3 DCPS; 21 FCPS; 19 HCPS; 2 KCPS; 5 QACPS; 8 TCPS; 13 WCPS)

**2020-2021 School Year (to date): 75 (1 ACPS; 4 BCPS; 2 DCPS; 19 FCPS; 23 HCPS; 6 SMCPS; 3 TCPS; 17 WCPS)[[1]](#footnote-1)**

1. Number of Participating Businesses

2016-2017 School Year: 14

2017-2018 School Year: 44

2018-2019 School Year: 109 unduplicated employers (9 ACPS; 5 CCPS; 6 DCPS; 46 FCPS; 20 HCPS; 5 KCPS; 6 QACPS; 5 TCPS; 35 WCPS)

2019-2020 School Year: 171 unduplicated employers 13 Allegany; 13 Baltimore City; 23 Baltimore; 12 Caroline; 12 Carroll; 17 Dorchester; 53 Frederick; 33 Howard; 12 Kent; 23 Montgomery; 15 Queen Anne’s; 5 St. Mary’s; 16 Talbot; 43 Washington; 2 Wicomico)

**2020-2021 School Year (to date): 210 unduplicated employers (to date) 14 Allegany; 1 Anne Arundel; 17 Baltimore City; 27 Baltimore; 17 Caroline; 19 Carroll; 6 Calvert; 22 Dorchester; 58 Frederick; 41 Howard; 12 Kent; 29 Montgomery; 5 Prince George’s; 18 Queen Anne’s; 21 St. Mary’s; 19 Talbot; 44 Washington; 4 Wicomico)**

1. Number of Participating School Systems

2016-2017 School Year: 2

2017-2018 School Year: 2

2018-2019 School Year: 11 (ACPS; BCPS: CCPS; DCPS; FCPS; HCPS; KCPS; QACPS; SMCPS; TCPS; WCPS)

2019-2020 School Year: 16 Allegany, Baltimore City, Baltimore, Caroline, Carroll, Dorchester, Frederick, Howard, Kent, Montgomery, Prince George’s, Queen Anne’s, St. Mary’s, Talbot, Washington, Wicomico

**2020-2021 School Year (to date): 20 Allegany, Anne Arundel, Baltimore City, Baltimore, Caroline, Carroll, Calvert, Charles, Dorchester, Frederick, Harford, Howard, Kent, Montgomery, Queen Anne’s, Prince George’s, St. Mary’s, Talbot, Washington, Wicomico**

1. Current Average Hourly Wage: $12.82 (ranges from $11.75 to $15.00)
2. Number and Percentage of AMP Students Also With Status as Registered Apprentices: 21 (28.0%)
3. Industry representation for currently registered youth apprentices:

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| **AMP Business Percentages as of 05-25-2021** |
| *Industry Sector* | *# of Youth Apprentices* | *% of Total* |
| Marine Trades | 1 | 1.3% |
| Finance, Banking and Real Eatate | 2 | 2.7% |
| Architecture | 2 | 2.7% |
| Engineering | 2 | 2.7% |
| Business | 2 | 2.7% |
| Hospitality and Foodservice | 2 | 2.7% |
| Education | 3 | 4.0% |
| Transportation and Logistics | 5 | 6.7% |
| Automotive | 6 | 8.0% |
| Manufacturing | 9 | 12.0% |
| Healthcare | 14 | 18.7% |
| Construction | 27 | 36.0% |
| **Total** | **75** | **100.0%** |

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| **AMP Business Percentages** |
| **(2019-2020 School Year)** |
| *Industry Sector* | *# of Youth Apprentices* | *% of Total* |
| Government | 1 | 1.4% |
| Transportation and Logistics | 2 | 2.7% |
| Environmental Services | 2 | 2.7% |
| Business | 2 | 2.7% |
| Engineering | 2 | 2.7% |
| Hospitality and Tourism | 3 | 4.1% |
| Education | 4 | 5.4% |
| Marine Trades | 4 | 5.4% |
| Information Technology | 7 | 9.5% |
| Automotive | 8 | 10.8% |
| Manufacturing | 10 | 13.5% |
| Healthcare | 11 | 14.9% |
| Construction | 18 | 24.3% |
| **Total** | **74** | **100.0%** |

At the May Maryland Apprenticeship and Training Council (MATC) meeting, 17 businesses were approved for Youth Apprenticeship. The July MATC meeting already has 21 businesses submitted for consideration.

For the upcoming school year, Independent Electrical Contractors (IEC) is slated to have approximately seven new employers and 35-45 new students come on board. Humanim will add approximately five new employers and 20 students. Associated Builders and Contractors (ABC) Baltimore has eight Apprenticeship Maryland Program (AMP) participants dually registered as school-to-apprentices (STA) this year and will have at least that many next year.

Maryland Department of Commerce (Commerce) Secretary, Kelly Schulz, joined the meeting and provided remarks commending this group on their commitment to expanding Youth Apprenticeship. She emphasized that her agency remains a committed partner that can lend additional support to expanding the employer base. Commerce has [Regional Resource Teams](https://businessexpress.maryland.gov/grow/regional-resources) comprised of representatives from 10 state agencies that can be leveraged to support the efforts of this Committee.

Director MacLarion shared that the Maryland Apprenticeship and Training Program (MATP) hand delivered graduation cords and thinks every student now has them. MATP also ordered cords for the next few years anticipating program growth.

1. **MSDE Update – 2020-2021 School Year Wrap-Up**

Maryland Department of Education (MSDE) Director of Career Programs, Marquita Friday, shared two major updates:

1. Jobs for the Future (JFF) and Society of Human Resource Management (SHRM) are partnering for a Youth Apprenticeship opportunity. There will be a webinar on June 3rd that should provide more insight on how Maryland take advantage of this opportunity.
2. MSDE is thinking about how to better collect data. It would be helpful to have confirmation on student’s apprenticeship start and completion (in terms of the number of hours). This tracking would enrich data and give a better idea of how students are doing. MSDE is planning to add this tracking element to their program proposal. MSDE is working to have this in place for the upcoming school year.
3. **Policy Update – Regulations; Relevant School System and/or MSDE policies; Related Instruction review process; MATC AMP Checklist**

MD Labor, MSDE, and partners at the Maryland Longitudinal Data System (MLDS) are working to enhance data collection as previously mentioned.

As AMP grows and more and more employers are becoming interested, the differences across school systems (i.e. student schedules, related instruction location, travel rules, etc.) has become more challenging to navigate. Director MacLarion brought up the concern of programs being presented in front of MATC and approved, to only later find out that they cannot function as a program because of MSDE/county specific rules. A single business may want to work with 17 local schools systems, and it is challenging when each has different rules and regulations with no uniformity or concrete guidance. That being said, in some instances, a one size fits all solution may not be the best solution, and programs should be looked at on an individual case by case basis (e.g. an employer works out of his home with no other employees versus one that has 10+ other employees so it is unlikely that the student will ever be alone in the house/only with the employer).

Possible ideas to mitigate this issue include:

* Sending a survey to all school systems and gathering their procedures;
* Creating an electronic catalog of this information; and/or,
* Professional development event for all coordinators.

Some counties may not allow travel outside county/state lines because of safety or the intricacies of where a business may be versus where the work is done.

Things that need to be considered by MATP before approaching MATC:

1. One employer may want to work in several school systems but needs related instruction in each of those school systems;

2) Local rules about placement of students; and,

3) Youth apprentices ability or inability to traverse start and or county lines.

This way MATP can bring these limitations back to the business so they then know what their program can allow. There should be a better system to get this information from the local school systems and to the businesses. Perhaps, both a school system and MATP checklist? This could be in the AMP guide or as separate attachment.

If a survey were sent out, there could be an opportunity to use the results to develop more “standard” guidelines. A challenge is local flexibility. MSDE can strongly suggest, but not mandate local school systems; however, if all school systems are aware of what other school systems are doing, it may encourage them to adopt similar guidelines (e.g. allowing out-of-county employers). Additionally, having all related instruction information in one place would be helpful.

The AMP guide needs to be updated. All of the discussed issues and points of consideration should be thought through in developing this guide. Director MacLarion and Marquita Friday will develop a timeline for updating the AMP guide. There should be a best practice section. MD Labor, MSDE, Cody Pine, Judi Olinger, and Grant Shmelzer will draft of the next iteration of the guide. This group will meet to review the current guide and identify what to keep, what to get rid of, what needs to be added, etc. The draft of the updated AMP guide will be ready by the July meeting.

1. **Legislative Update – Overview of 2021 Legislative Session to Date**

As a result of the 2021 legislative session, there are two new pots of money (these are very flexible funds):

1. Relief Act dollars ($7 million to local workforce boards); and,
2. American Rescue Plan Act Treasury Dollars ($75 million to local workforce boards over two installments in July 2021 and 2022) for workforce training and apprenticeships.
3. **Marketing Update – SAE 2020 Youth Apprenticeship and Community College Award Solicitations; SAE 2020 Supported Statewide Marketing Campaign**

In 2020, MD Labor received a State Apprenticeship Expansion Grant, and the Department is focusing it’s funding on connecting/more closely linking AMP students to Registered Apprenticeships. Find the policy issuance with more details on Maryland’s project [here](http://www.dllr.state.md.us/employment/mpi/mpi5-21.pdf). MD Labor is rolling out the:

* 2021 Maryland Community College Apprenticeship Initiative (three grants of $250,000 each to increase the integration of community colleges and Registered Apprenticeships into the workforce system); and,
* 2021 Maryland Youth Apprenticeship Initiative ($750,000 designed for local school systems and Registered Apprenticeship Sponsors to partner in order to increase youth apprenticeship opportunities in schools throughout the State. This can provide funding up to $3,500 per apprentice for things like related instruction, supportive services, etc.)

In terms of enhancing apprenticeship opportunities in government, MATP had a call with the Maryland Association of Counties (MACo) about getting some sort of forum to present on apprenticeship. MACo was very supportive and excited about the prospect and invited MATP to present at their summer conference. MD Labor is giving another presentation on government apprenticeships today (5/27).

A series of advertisements are going to play at the Maryland Motor Vehicle Administration (MVA). For approval, Assistant Secretary Rzepkowski presented to the Maryland Board of Public Works. Find his remarks [here](https://www.wcbcradio.com/?archiv=maryland-labor-official-dont-overlook-value-of-apprenticeship-programs).

Students who are interested in or who think they may be interested in an apprenticeship in their junior or senior year should be encouraged to get their drivers permit and license as soon as possible. This way they do not run into the issue of wanting to be in an apprenticeship and having no means of transportation to participate.

1. **Other Business**

Any partners working to expand apprenticeship should send MATP employers.

Another topic of conversation is MATC approving associations and group joint employers as opposed to having to approve each individual contractor/employer. Deputy Assistant Secretary Erin Roth connected with the Assistant Attorney General to see what the course of action to streamline this will be. This will be an agenda item for next meeting.

Deputy Assistant Secretary Erin Roth will follow up with the team to see if there was any more information provided on Colorado’s apprenticeship for a workforce development staff person.

The meeting adjourned.

The next meeting of the Youth Apprenticeship Advisory Committee will be **July 22, 2021 at 10:30AM**

1. Please note that some school systems do NOT have youth apprentices in the 2020-2021 academic year, but did the previous year. These systems elected not to offer work-based learning due the current COVID-19 State of Emergency. [↑](#footnote-ref-1)